

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

A G E N D A

**REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD AT BOOTH MEETING ROOM
AND ON ZOOM**

Tuesday, May 19, 2026- 7:00 P.M.

1. **Adoption of Agenda**
2. **Presentation(s):**
 - 2.1 Nadia Halward – School Meals
3. **Approval of the Minutes of the**
 - 3.1 Open Board Meeting Held on April 21, 2026 (p. 3)
4. **Necessity of Closed Meeting and Agenda**
 - 4.1 Approval of Agenda
 - 4.2 Approval of Minutes of the In-Camera Meeting held April 21, 2026
 - 4.3 Human Resources Report
 - 4.4 Secretary-Treasurer's Report
 - 4.5 Other
 - 4.6 Legal Items
 - 4.7 Information Items
 - 4.8 Old Business
 - 4.9 Items for Release
5. **Correspondence**
 - 5.1 Addressed to the Board
 - 5.1.1 April 17, 2026 letter from MOE re: Youth Vaping (p. 9)
 - 5.1.2 April 24, 2026 letter from MOE re: Comprehensive review of the funding model (p. 11)
 - 5.1.3 May 6, 2026 letter from Ts'msyen Sm'algyax Language Authority re: naming of middle school (p. 13)
 - 5.2 Copied to the Board
None
6. **Superintendent of Schools' Report**
 - 6.1 For Board Information:
 - 6.1.1 Enrolment
 - 6.1.1.1 Enrolment graph (p. 14)
 - 6.1.2 Upcoming Projects/Learning/Other
7. **Secretary-Treasurer's Report**
 - 7.1 Statement of Operations April 2026 (p. 15)
 - 7.2 2026-27 Annual Budget and Bylaw
 - 7.3 Elections Bylaw (p. 17)
 - 7.4 April 2026 Operations Department Reports (p. 22)

7.5 April 2026 Information Technology Department Report (p. 23)

8. **Committee Reports**

8.1 Finance & Building Committee (Trustees Beil, Maier, Horne)

8.2 Framework for Enhancing Student Learning (Trustees Horne, Toye)

8.3 Provincial Council (Trustees Horne, Sanchez)

8.4 Policy Committee (Trustees Maier, Toye)

8.4.1 May 11, 2026 Meeting minutes (p. 24)

8.4.2 Policies for Approval
None

8.4.3 Policies for Review

8.4.3.1 1115– Board Authorized Courses Policy (p. 25)

8.4.3.2 2310 – Protection of Students and Maintenance of Order Policy
(p. 26)

8.4.3.3 3410 – Security and Protection of Buildings Policy (p. 27)

8.4.3.4 3420 – Video Surveillance Policy (p. 28)

8.5 District Technology Steering Committee (Trustee Horne)

9. **Old Business**

10. **Information Items**

10.1 CHSS Commencement, June 12, 2026

10.2 Board of Education Meeting, June 16, 2026

10.3 PCS Commencement, June 18, 2026

10.4 National Indigenous Peoples Day, June 21, 2026

10.5 Last Day of School, June 25, 2026

10.6 Administrative Day, June 26, 2026

10.7 First Day of School, September 8, 2026

11. **10 Minute Question and Answer Period**

12. **Adjournment**

SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)

MINUTES

**REGULAR OPEN SCHOOL BOARD MEETING
MEETING HELD IN THE BOOTH MEETING ROOM
Tuesday, April 21, 2026 – 7:00 P.M.**

Trustees Present: J. Beil, J. Horne, K. Toye, D. Dalton, L. Sanchez, K. Maier

Staff Present: A. Samoil, B. Verissimo, T. Dickens, K. MacIlroy, L. Burger, C. Rourke, A. Lihou

Regrets:

Chair Toye acknowledged that the meeting is being held on traditional Ts'msyen territory. The meeting was called to order at 7:03 p.m.

1. Adoption of Agenda

Motion 20260421-1.0

Sanchez "Be it resolved by the Board of Education of School District No. 52
Dalton (Prince Rupert) that the Agenda is approved as presented."

Carried

2. Presentation

The Superintendent, Andrew Samoil introduced Nicole Boutin, Kate Lyon & Erin Trask to present on Literacy.

There has been a shift in literacy practices and how to teach reading. Children enter school with different literacy experiences and needs. Early screening gives educators an efficient way to understand those needs, plan effective instruction for the whole class and ensure students who need extra support can get help sooner, before they fall behind.

Universal screening is being implemented in BC and should be ready for use in 2027. The Ministry has committed to shift instruction to align with evidence. The Ministry released the K-4 Foundational English Language Arts Learning Progressions guidance tool.

Recent highlights in our District have included Kindergarten & Grade 1 screening, Acadience Training, Monthly newsletter, Beginning/middle of year screening, January pro-d session.

Dr. Una Malcolm will provide a full day of literacy learning on our upcoming Pro-D day.

The Ontario Right to Read Inquiry report states "Investment in early reading significantly reduces the social and economic costs of low literacy to the individual, their family and society as whole. It also improves equity outcomes."

Trustees thanked them for the presentation and can see the many benefits for students. Trustees could see how engaged students were in this learning as well as the pride radiating from them.

3. Approval of the Minutes of the

3.1 Open Board Meeting held March 10, 2026

Motion 20260421-3.1

Sanchez "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that the minutes of the open Board meeting held
March 10, 2026 be approved as presented".

Carried

3.2 Special Open Board Meeting held March 25, 2026

Motion 20260421-3.2

Beil "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that the minutes of the open Board meeting held
March 25, 2026 be approved as presented".

Carried

4. **Necessity of Closed Meetings and Agenda**

- 4.1 Approval of Agenda
- 4.2 Approval of Minutes of the In-Camera Meeting held March 10, 2026.
- 4.3 Human Resources Report
- 4.4 Secretary-Treasurer's Report
- 4.5 Other
- 4.6 Legal Items
- 4.7 Information Items
- 4.8 Old Business
- 4.9 Items for Release

Motion 20260421-4.0

Horne "Be it resolved by the Board of Education of School District No. 52
Sanchez (Prince Rupert) that the closed meeting be held and that agenda
items 1 through 9 be approved."

Carried

5. **Correspondence**

- 5.1 Addressed to the Board
None
- 5.2 Copied to the Board
None

6. **Superintendent of Schools Report**

- 6.1 For Board Information:
 - 6.1.1 Enrolment
The Director of Instruction, Carla Rourke reported enrolment is 1775 on March 31, 2026.
 - 6.1.1.1 Enrolment graph
Review of graph and trends.
 - 6.1.2 Upcoming Projects/Learning/Other
Superintendent Samoil shared that:
Conrad Div. 7 students welcomed their Roosevelt pen pals on April 10th.
Other field trips around the district have included spending the day at Butze Rapids, visiting Acropolis manor, and PRMS band trip to Terrace at the Pacific Northwest Music Festival.
On May 10-14th, ten students and three staff from PCS are going to attend the Indspire – Soaring Indigenous Empowerment conference in Halifax. This is a very positive event full of Indigenous leaders, inspiration, musical guests and access to a wide range of opportunities. This trip was fully funded by Indspire. For some students this will be the first time on a

plane and staff is helping students prepare in advance for this travel. Last week, grade 10-12 Student Learning Surveys & Core Competency Self-Assessments were completed. The Provincial Student Learning Survey collects valuable feedback from students, parents/guardians, and school staff on school environment, safety, and achievement. The results help guide school, district, and provincial planning. Grade 4 students will also complete Student Learning Surveys.

This week, Provincial assessments for Numeracy 10, Literacy 10 and any missing grade 12 assessments are being completed.

Earlier this month, Specialized Science had the opportunity to join James and Harvey Russel with Oots'n Reconnection for the experience of fishing, throwing crab pots, and observing the herring spawn.

Spring sports are off to a start despite the snowy field conditions in which the season began. CHSS will be fielding Girls Soccer, Track and Field, and Girls and Boys Rugby, and Golf.

This week Student-Led conferences and scholastic book fairs are going on at all elementary schools.

The Git Waas Drumming Group has visited all elementary schools. They have been performing in the gyms for the entire schools.

CHSS grade 12 students have working on Scholarship and Bursary applications and long forms have been handed out for these students to complete the Commencement Eligibility Checklist.

Wednesday, April 22 is Earth Day.

There is a Community Framework meeting on Thursday, April 23rd, at Booth, 3:30 pm.

Early Learning & Child Care:

Ready Set Connect (formerly known as Ready Set Learn) will take place at the end of April at 2 elementary schools. École Roosevelt Elementary School on April 28th and Lax Kxeen Elementary School on April 30th. The format has changed to include 2 sessions rather than 5 sessions with the goal of increasing participation of families with three & four (3&4) year-olds. There will be more exploration stations available which will include yoga with Mandy Lawson. Port Edward Child Care Program is progressing along with obtaining a license to operate and final approval from the District of Port Edward to complete a minor renovation in the classroom. Scheduled opening is set for September 1st, 2026. The program will accommodate 18 children aged 30 months to 5 years.

7. Secretary Treasurer's Report

7.1 Statement of Operations March 2026

The Acting Secretary-Treasurer presented the Statement of Operations March 2026 report and answered questions from Trustees. Review of variances. Labour settlement was paid out in March, and this was retroactive. We will receive the funding for this but have not yet.

7.2 2026-27 Annual Budget

The Acting Secretary-Treasurer presented the 2026-27 Annual Budget and answered questions from Trustees. Preliminary budget projection is a deficit of \$786,712. We are

unsure at this time if the Ministry will fund the labour settlement changes, but we are hopeful. Review of unrestricted surplus.

7.3 2026/27 Minor Capital Bylaw

**CAPITAL BYLAW NO. 2026/27-CPSD52-01
CAPITAL PLAN 2026/27**

WHEREAS in accordance with section 142 of the School Act, the Board of Education of School District No. 52 (Prince Rupert) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the School Act, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications.
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

1. The Capital Bylaw of the Board for the 2026/27 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 27, 2026, is hereby adopted.
2. This Capital Bylaw may be cited as School District No. 52 (Prince Rupert) Capital Bylaw No. 2026/27-CPSD52-01.

Motion 20260421-7.3a

Maier "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that all three readings of the Capital Bylaw No.
2026/27 – CPSD52-01 be read the 21st day of April 2026."

Carried

Motion 20260421-7.3b

Maier "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that Capital Bylaw No. 2026/27 – CPSD52-01 be
read a first time the 21st day of April 2026."

Carried

Motion 20260421-7.3c

Maier "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that Capital Bylaw No. 2026/27 – CPSD52-01 be
read a second time the 21st day of April 2026."

Carried

Motion 20260421-7.3d

Maier "Be it resolved by the Board of Education of School District No. 52
Sanchez (Prince Rupert) that Capital Bylaw No. 2026/27 – CPSD52-01 be
read a third time, passed and adopted the 21st day of April 2026."

Carried

7.4 2026/27 Annual Facilities Grant Proposed Spending

Motion 20260310-7.4

Maier "Be it resolved by the Board of Education of School District No. 52
Sanchez (Prince Rupert) that the Annual Facilities Grant Proposed spending
for 2026-27 be approved as presented."

Carried

7.5 March 2026 Operations Department Report
The Acting Secretary-Treasurer presented the report and answered questions from the Trustees. Discussion about the kitchen completion date.

7.6 March 2026 Information Technology Department Report
The Acting Secretary-Treasurer presented the report and answered questions from the Trustees.

8. **Committee Reports**

8.1 Finance & Building Committee **(Trustees Beil, Maier, Horne)**

8.2 Framework for Enhancing Student Learning **(Trustees Horne, Toye)**

8.3 Provincial Council **(Trustees Horne, Sanchez)**

8.4 Policy Committee **(Trustees Toye, Maier)**

8.4.1 April 13, 2026, meeting
Trustee Maier presented the minutes of the April 13, 2026, meeting of the Policy Committee and answered questions from Trustees.

8.4.2 Policies for Approval
8.4.2.1 1440 – Diversity and Inclusion Policy
8.4.2.2 3510 – School Closure Policy

Motion 20260421-8.4.2

Maier "Be it resolved by the Board of Education of School District No. 52
Horne (Prince Rupert) that the policies 1440 – Diversity and Inclusion and
3510 – School Closure Policy be approved as presented."

Carried

8.4.3 Policies for Review
8.4.3.1 3210– Energy Conservation and Environmental Stewardship Policy
8.4.3.2 3220 – Building and Grounds Projects Policy
8.4.3.3 3350 – Acceptable Use of Technology Policy
8.4.3.4 1610 – Field Trip Policy

- 8.4.3.5 1380 – Anaphylaxis Policy
- 8.4.3.6 1370 – Physical Restraint and Seclusion Policy

Motion 20260421-8.4.3

Maier Beil	“Be it resolved by the Board of Education of School District No. 52 (Prince Rupert) that policies 3210, 3220, 3350, 1610, 1380, 1370 be deleted and move to regulations.”
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Carried

8.5 District Technology Steering Committee
Have not met

9. **Old Business**

10. **New Business**

None

11. **Information Items:**

- 11.1 Professional Development Day, April 24, 2026
Chair Toye noted that the Professional Development Day is on April 24, 2026.
- 11.2 Professional Development Day, May 15, 2026
Chair Toye noted that the Professional Development Day is on May 15, 2026.
- 11.3 Victoria Day, May 18, 2026
Chair Toye noted that Victoria Day is on May 18, 2026.
- 11.4 Board of Education Meeting, May 19, 2026
Chair Toye noted that the Board of Education meeting is on May 19, 2026.

12. **10 Minute Question and Answer Period**

Q: Wondering if cuts of 50.913 to Ind. Funds are related to sm'alygax 9 and First Nations Art 11 not being offered for next year and the elementary class services being cut.
A: This funding was seed money to develop the Indigenous Ed Council. It is only connected to the development of the table.
Q: How is designated student support funding allocated? How much of the funding goes directly to the student and how much to administration?
A: Money brought into district and is for students not just to one student. It is allocated based on the needs of the students and will go to specialists such as district school psychologist.
Q: Thank you for the districts continued focus on improving student outcomes. The Enhanced student learning report showed that student outcomes related to literacy are much lower than provincial averages. How is funding being allocated to address these gaps?
A: Tonight was an example of how we are working with teachers to develop their skills and working with students.

13. **Adjournment**

Chair Toye adjourned the meeting at 8:14 p.m.



April 17, 2026

Ref: 316151

Kate Toye, Chair
Board of Education
School District No. 52 (Prince Rupert)
Email: c/o Tamara.Dickens@sd52.bc.ca

Dear Kate Toye:

Thank you for your letter of February 20, 2026, which was also addressed to my colleague, the Honourable Bowinn Ma, Minister of Infrastructure, expressing your concerns about youth vaping and its harmful impact on student learning, behaviour, and well-being. As Minister of Education and Child Care, I am pleased to respond.

The Province shares your concerns regarding nicotine dependence among children and youth. Despite strengthened regulations over the past several years, young people continue to find ways to access vapour products, and we recognize the pressure that this places on learning environments, administrators, and teachers.

In 2020, British Columbia fully implemented a [Vaping Action Plan](#). The plan included new laws that further restricted vapour product access, flavours, nicotine content, and advertising. British Columbia's vaping laws set the legal age to buy or sell vapour products at 19 and designate all schools as tobacco- and vape-free.

As part of the Action Plan, the Minister of Health established the [BC Health and Wellness Youth Advisory Council](#) (YAC). The YAC members play an important role in guiding the Province's decisions by raising the views of young people on issues that matter to them. To date, the YAC has helped inform a number of initiatives by government, including our [A-Z of Vaping](#) youth anti-vaping campaign which informs youth and families about the risks of vaping.

In addition, the [Vaping Product Damages and Health Care Costs Recovery Act](#), which received Royal Assent on December 3, 2025, holds vaping product manufacturers and wholesalers accountable for deceptive practices that prioritize profit over people. The Act enables the Province to take legal action against companies that cause public harm, including through misleading promotion of vaping products; specifically, manufacturers, wholesalers, and consultants.

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This law ensures British Columbia can seek to recover public health costs where appropriate, and it ensures that wrongdoers rather than taxpayers are responsible for the health care costs of vaping related wrongs.

I recognize the essential role that schools play in supporting prevention efforts. The Province has developed [Tools for Schools](#), a suite of non-judgmental classroom and communication materials designed to help educators engage students and families in conversations about vaping. There are also a range of free health care services available to support young people in their quitting journey such as [Foundry BC](#) and [QuitNow.ca](#).

Since 2018, the Ministry of Education and Child Care has provided Mental Health in Schools Grant funding to all 60 school districts. Your school district has received \$354,500 through this grant to date, and I want to acknowledge your on-going support for local mental health, substance use, and vaping-related priorities.

The Ministry has also convened Provincial Mental Health Leadership Network meetings focused on vaping with representatives from all school districts. These meetings are a forum for districts to share resources and strategies to strengthen anti-vaping initiatives and have featured presentations from partners such as [Canadian Institute for Substance Use Research](#), [QuitNow](#), and [STOMP](#).

Additionally, the Ministry's [erase mental health and substance use](#) webpage offers a range of information and resources on vaping for students, adults, and school staff. This includes the [Substance Use Prevention Series](#), co-developed with Open Parachute, which provides parents, caregivers, and guardians with practical tools and strategies for supporting substance use prevention in the home.

Thank you again for sharing the experiences and recommendations from your school district and your support of the Board of Education for School District No. 20 (Kootenay-Columbia).

Sincerely,



Lisa Beare
Minister

cc: Honourable Bowinn Ma, Minister of Infrastructure



April 24, 2026

Ref: 315766

Kate Toye, Chair
Board of Education
School District No. 52 (Prince Rupert)
Email: c/o Tamara.Dickens@sd52.bc.ca

Dear Kate Toye:

Thank you for your letter of February 5, 2026, expressing your support for School District No. 8 (Kootenay Lake) in their request for a comprehensive review of the provincial funding model related to inclusive education.

The Ministry of Education and Child Care currently allocates over \$1 billion dollars each year for inclusive education supplemental funding to public schools, more than double the amount of funding in place in 2016/17. I appreciate the thoughtful advocacy for the unique realities faced by rural and remote districts and the commitment of School District No. 52 (Prince Rupert) to ensuring equitable access to education for all learners.

The Ministry funds school districts primarily through an enrolment-based model—which means the number of students that need education programs and services—not based on individual district spending decisions or costs. The funding model includes unique district factors that provide supplements for items that are relevant to rural and remote areas of the province.

Under the *School Act*, the Ministry sets education standards and provides funding that goes directly to boards of education. British Columbia's school districts and their elected boards are responsible for making budgetary spending decisions that make sense for their community. Boards decide how best to allocate funding to meet the needs of students and early learners across the school district, including decisions about the selection of resources, programs, staffing, and services offered to their students to deliver the provincial curriculum.

The last K-12 Public Education Funding Model Review (FMR) was completed in 2018 and the Ministry is not currently undertaking another review.

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Several of the FMR recommendations were implemented including:

- The Equity of Opportunity Supplement (\$28 million) which recognizes that school districts provide supports and services to children and youth in care, students with mental health challenges, and those living in low-income families;
- Increased targeted funding for Indigenous students so they will benefit from additional culturally appropriate support and services; and
- New policies to improve accountability, transparency, and financial management at the school district level, ensuring all school board decisions are focused on student needs, while giving parents opportunities for early and ongoing input before budgets are set.

In addition to funding school districts, the Ministry is strengthening provincial supports for students with disabilities or diverse abilities through programs such as the Provincial School Outreach (PSO) and Provincial Outreach Programs, including the Provincial Outreach Program for Autism and Related Disorders (POPARD). The PSO provides specialised, in-school support for educators and students, particularly in rural and remote communities, while POPARD and other outreach programs help schools and families build capacity to support students with disabilities or diverse abilities.

The Ministry is also working with K–12 education partners to develop new Individual Education Plan guidelines and resources that support collaboration between school staff and families.

Thank you again for your leadership and commitment to students and for taking the time to write.

Sincerely,



Lisa Beare
Minister

cc: Andrew Samoil, Superintendent, School District No. 52 (Prince Rupert)

Ts'msyen Sm'algyax Language Authority

317 9th Avenue West
P.O. Box 520, Prince Rupert, B.C. V8J 3R7
Phone: (250) 627-1536 Fax: (250) 627-1443

May 6th, 2026

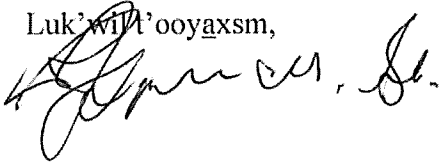
School District 52
Board of Education
634 6th Ave East
Prince Rupert B.C., V8J 1X1

Dear Board of Education, School Trustees, and School District 52,

Our Ts'msyen Sm'algyax Language Authority (TSLA) are very excited to see how quickly the development of the new Prince Rupert Middle School is progressing. The students and families must be very eager for the opening. This is a follow-up to the letter that we sent dated February 6th 2025 regarding the "naming" of the new school as suggested at our recent TSLA meeting on Monday, May 4th, 2026.

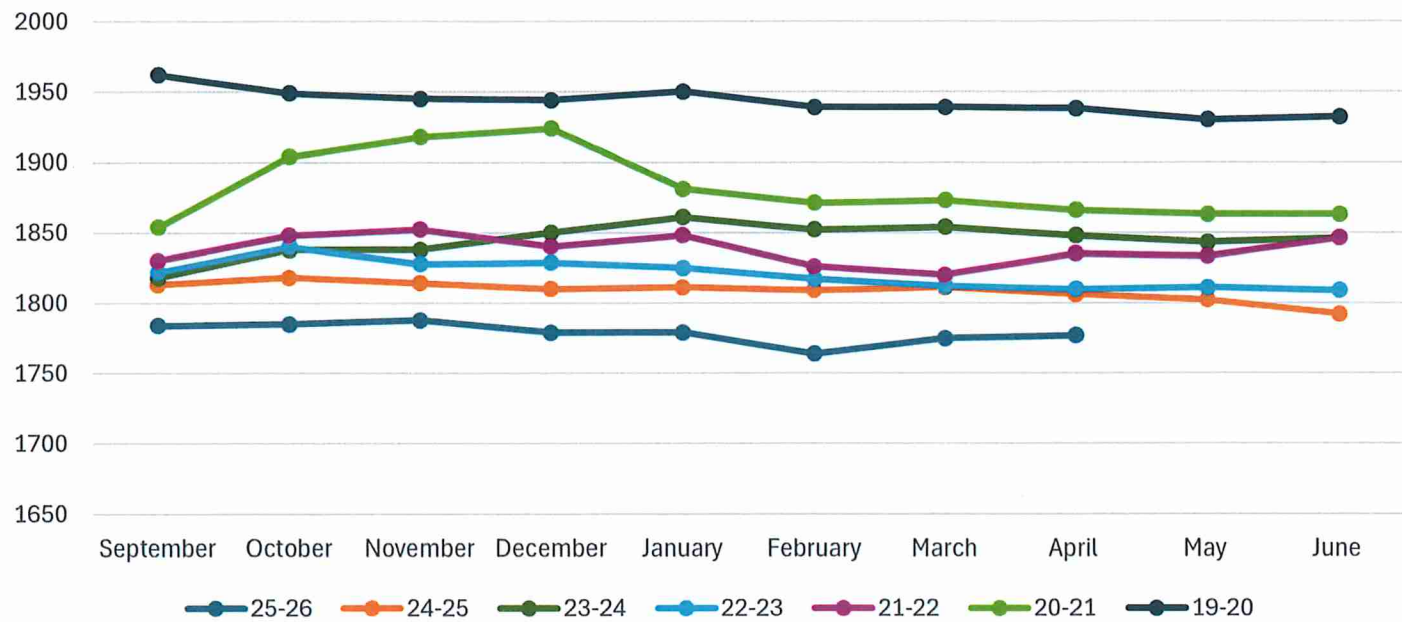
As stated in our previous letter "The Indigenous student population in our school district is above 60%, and many of these students are Ts'msyen learners. We celebrate that our Ts'msyen Sm'algyax language is taught from kindergarten to grade 12, and it is very much our hope that the name of the new school reflects the people, language and culture of the territory. We look forward to future conversations connected to the decision making in the naming process.

Luk'wilt'ooyaxsm,



Ben Spencer
Co-chair of Ts'msyen Sm'algyax Language Authority

Enrollment over the past 7 Years



The Board of Education of School District #52 (Prince Rupert)
Unaudited Statement of Operations/Operating Fund
April 30, 2026

OPERATING FUND	YTD Budget 2025/26	Jul - Apr ACTUALS	Variance		AMENDED ANNUAL BUDGET 2025/26
			Favourable (Unfavour- able)	%	
REVENUE					
Provincial Grants, MECC	21,549,414	21,549,414	-	0.0%	27,128,264
LEA Funding From First Nations	1,007,664	1,007,664	-	0.0%	1,386,131
Provincial Grants, Other	25,987	25,987	-	0.0%	32,483
International Student Tuition	47,700	47,700	-	0.0%	47,700
Other Revenue	307,376	306,230	(1,146)	-0.4%	296,851
Rentals & Leases	102,408	106,200	3,792	3.7%	122,890
Interest Income	132,500	165,338	32,838	24.8%	159,000
Total Revenue	23,173,049	23,208,533	35,484	0.2%	29,173,319
EXPENSE					
Salaries					
Teachers	8,918,182	8,998,301	(80,119)	-0.9%	11,147,728
Principals & Vice-Principals	1,618,528	1,501,235	117,293	7.2%	1,942,233
Education Assistants	1,830,816	1,905,906	(75,090)	-4.1%	2,453,543
Support Staff	1,855,941	1,814,733	41,208	2.2%	2,335,537
Other Professionals	1,670,985	1,665,947	5,038	0.3%	2,005,182
Substitutes/Replacements	913,042	863,443	49,599	5.4%	1,139,210
Total Salaries	16,807,494	16,749,565	57,929	0.3%	21,023,433
Employee Benefits	4,025,242	4,049,524	(24,282)	-0.6%	5,035,112
Total Salary & Benefits	20,832,736	20,799,089	33,647	0.2%	26,058,545
Services & Supplies	2,509,600	2,306,065	203,535	8.1%	3,509,735
Total Expense	23,342,336	23,105,154	237,182	1.0%	29,568,280
Net Revenue (Expense)	(169,287)	103,379	272,666		(394,961)
Indigenous Ed Surplus Included					
	-	-	-		
Drawn from Reserves					
	-	-	-		744,961
Capital Asset Purchases					
	(323,088)	(323,088)	-		(350,000)
Surplus (Deficit) for Year	(492,375)	(219,709)	272,666		-

Fund : 0 Operating

PR	TITLE	Apr	YEAR TO DATE	ENCUMBERED	FULL YEAR BUDGET	AVAILABLE	PERC
Function : 1 Instruction							
02	Regular Instruction	1,177,313.57	9,755,980.22	2,541.28	12,495,590	2,739,610	22
03	Career Preparation		2,181.58		6,275	4,093	65
07	Library Services	70,252.52	601,285.70		634,930	33,644	5
08	Counselling	54,014.92	302,963.24		297,184	-5,779	-2
10	Special Education	446,968.99	4,074,780.12		5,091,962	1,017,182	20
30	English Language		280.56		0	-281	0
31	Aboriginal Education	166,186.76	1,582,195.93		1,969,000	386,804	20
41	Business Admin	202,208.21	1,975,652.00		2,578,920	603,268	23
TOTAL FOR Function - 1		2,116,944.97	18,295,319.35	2,541.28	23,073,861	4,778,542	21
Function : 4 District							
11	Education Admin	48,167.28	484,911.97		582,936	98,024	17
40	Governance	29,461.01	244,104.52		338,549	94,444	28
41	Business Admin	90,006.65	929,743.63	97,449.52	1,281,051	351,307	27
TOTAL FOR Function - 4		167,634.94	1,658,760.12	97,449.52	2,202,536	543,776	25
Function : 5 Maintenance & Operations							
41	Business Admin	19,510.21	280,204.83		327,723	47,518	14
50	Plant Maintenance	187,030.17	2,125,959.50	94,864.03	2,880,552	754,593	26
52	Maintenance Of	6,510.96	66,663.52		139,523	72,859	52
56	Utilities	84,954.79	450,285.01		641,670	191,385	30
TOTAL FOR Function - 5		298,006.13	2,923,112.86	94,864.03	3,989,468	1,066,355	27
Function : 7 Transportation							
41	Business Admin	107.16	4,842.74		5,791	948	16
70	Student Transportation	19,367.26	223,118.95		296,624	73,505	25
TOTAL FOR Function - 7		19,474.42	227,961.69	0.00	302,415	74,453	25
TOTAL FOR Fund - 0		2,602,060.46	23,105,154.02	194,854.83	29,568,280	6,463,126	22
GRAND TOTAL		2,602,060.46	23,105,154.02	194,854.83	29,568,280	6,463,126	22



**BYLAW NO. 2025-26-01
TRUSTEE ELECTIONS
BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 52 (PRINCE RUPERT)**

A bylaw of the Board of Education of School District No. 52 (Prince Rupert) to establish procedures for the conduct of trustee elections.

Preamble:

Under the *School Act*, the Board of Education may, by bylaw, determine various procedures and requirements to be applied in the conduct of trustee elections.

The board of education wishes to establish various procedures and requirements under the authority of the *School Act* for trustee elections.

The Board of Education, in an open meeting of the board, enacts as follows:

1.. Citation

This bylaw may be cited as School District No. 52 (Prince Rupert) Trustee Elections Bylaw No. 2025-26-01.

2. Scope of Bylaw

This bylaw applies to both general school elections and by-elections, except as otherwise indicated in this bylaw.

3. Trustee Electoral Areas

In School District #52 (Prince Rupert), trustee elections are held in the following Trustee Electoral Areas:

TEA #	Trustee Electoral Area Description:	# of Trustees
1	City of Prince Rupert	Six
2	District Municipality of Port Edward, and portions of Electoral Areas A & C of the Skeena-Queen Charlotte Regional District, being the communities of Port Simpson (Lax Kw'alaams), Metlakatla, Dodge Cove, Oona River, Kitkatla and Hartley Bay	One

4. Definitions

The terms used shall have the meanings assigned by the *School Act*, the *Local Government Act*, and the *Local Elections Campaign Financing Act* except as the context indicates otherwise.

"Board" or "School Board" means the Board of Education of School District No. 52 (Prince Rupert).



"By-election" means a trustee election other than one conducted as part of a general school election, to fill a vacancy on the Board in any of the circumstances described in section 36 of the *School Act*.

"Chief Election Officer" means the person appointed to perform the duties of chief election officer as set out in the *School Act*, *Local Government Act* and *Local Elections Campaign Financing Act*.

"Minister" means the Minister of Education and Child Care

"Regional District" means the North Coast Regional District.

4. Application of Local Government Bylaws

5.1 Where the Board enters into an agreement with the City of Prince Rupert and/or the District of Port Edward in accordance with the *School Act*, under which the City of Prince Rupert and/or the District of Port Edward conducts a trustee election in conjunction with local government election, the respective election bylaws of the City of Prince Rupert and/or the District of Port Edward, as they may be amended from time to time, apply to any trustee election carried out under that agreement, except for bylaws determining the minimum number of nominators, the order of names on the ballot, the resolution of tie votes after judicial recount, requiring a nomination deposit, or any other matter on which the local government bylaws may not by law apply to a trustee election.

5.2 Where the Board conducts an election in a trustee electoral area at the same time as a local government election for the City of Prince Rupert and/or the District of Port Edward is being conducted, the election bylaws of the City of Prince Rupert and/or the District of Port Edward, as they may be amended from time to time, apply to the trustee election, except as otherwise provided by this bylaw.

6. Voters List

Voting in a trustee election shall be limited to only those electors registering to vote at the time of voting.

7. Order of Names on the Ballot

The order of names of candidates on the ballot will be determined by lot.

8. Resolution of Tie Vote after Judicial Recount

In the event of a tie vote after a judicial recount, the tie vote will be resolved by lot in accordance with the *Local Government Act*.

9. Nomination Deposit

No nomination deposit is required for nomination for the office of school trustee.

School District No. 52 (Prince Rupert)

9. Number of Nominators

The minimum numbers of qualified nominators for a trustee candidate is 2 (two) persons of the electoral area for which the nomination is made for all elector regions within the District boundaries.

10. Access to Candidate Nomination Documents and Campaign Financing Disclosure Statements

10.1 The Board authorizes public access, during the regular office hours at the Board's office, to nomination documents of trustee candidates by electronic or other means up to 30 days after declaration of the election results.

10.2 In accordance with the Local Elections Campaign Financing Act, the Board will make available to the public for inspection during the regular office hours of the Board's head office, the trustee candidates' campaign financing disclosure statements and supplementary reports until 5 years after general voting day for the election to which the trustee's campaign financial disclosure statements and supplementary report relate either by providing

(a) access by internet, or

(b) a copy of that information for inspection.

10.3 The Board will, on request, provide a copy of trustee candidates' campaign financing disclosure statements and supplementary reports for up to 5 years after the date of filing.

10.4 Before providing the services under section 8, the Board requires the person requesting the service to

(a) satisfy the Board that any purpose for which personal information is to be used is permitted by section 63 of the *Local Elections Campaign Financing Act*, and

(b) provide a signed statement that

(i) the individual, and

(ii) if applicable, any individual or organization on whose behalf the first individual is accessing, inspecting or obtaining the copy or other record

will not use personal information included in the copy or other record except for a purpose permitted under the *Local Elections Campaign Financing Act*.

School District No. 52 (Prince Rupert)

11. Elections conducted by Board of Education

The following additional provisions apply to those trustee elections that the Board conducts on its own behalf except where the Board has adopted a local government bylaw to apply to the trustee election.

11.1 Mandatory Advance Voting Opportunities

Unless the Board is exempted from the requirement by Order of the Minister, mandatory advance voting opportunities are established as follows:

- 10.1.1 On the tenth day before general voting day; and
- 10.1.2 On the third day before general voting day.

11.2 Additional Advance Voting Opportunities

The chief election officer may establish dates for additional general voting opportunities for each trustee election and may designate the voting places and voting hours, within the limits set out in the *Local Government Act*, for such voting opportunities.

11.4 Additional General Voting Opportunities

The Chief Election Officer is authorized to establish additional general voting opportunities for general voting day for each election and to designate the voting places and voting hours for such voting opportunities, within the limits of the Local Government Act.

12. Repeal

School District No. 52 (Prince Rupert) Trustee Elections Bylaw No. 2025-26-01 is hereby repealed.

Read for a first time the 19th day of May, 2026

Read for a second time the 19th day of May, 2026

Read for a third time, finally passed and adopted the 19th day of May, 2026

(Corporate seal)

Chairperson of the board

Secretary-Treasurer

School District No. 52 (Prince Rupert)

I HEREBY CERTIFY this to be a true and original School District No. 52 (Prince Rupert) Election Bylaw No. 2025-26-01 adopted by the Board the — 19th day of May, 2026.

Secretary Treasurer

Monthly Report to the Board

April 2026

Facilities:

Maintenance dept has sent a request to all schools to fill out a summer wish list. New Ubiquiti cameras and hardware are now starting to arrive. Conrad will have the cameras installed first. Electrical contractor is back on site to continue with the commercial kitchen wiring. We will do our best to have the kitchen up and running before June 22, for year end luncheons. The foundations for the 3 greenhouses have been poured. Volunteers will have them up by the end of May. 90 work orders were completed.

Custodial:

Regular cleaning and disinfecting. Hiring casuals is still an ongoing challenge. Summer supply lists Have started.

**Energy &
Conservation:**

Carbon neutral was sent to the Ministry by SD and Rede Energy. The report will be uploaded to our website by the end of May. Our carbon footprint is slowly declining due to low temperature heating systems and LED lighting. However, the energy costs keep increasing.

Transportation:

26 in town trips 2 out of town trips

Health & Safety:

Regular school and district meeting took place. A reminder to the school committees to have fire(6) earthquake(3) and lock down(2) completed by June 26.

IT Board Meeting Report
May 2026

1. Desktop-to-Laptop Replacement / Refresh Project
The Desktop-to-Laptop replacement project is ongoing in all elementary schools. This work supports improved mobility, reliability, and instructional use of technology for staff and aligns with the district's device refresh strategy.
2. Windows 11 Operating System Transition
The transition to Windows 11 has been completed at Pineridge, Lax Kxeen, Booth, and Port Edward. These sites are now operating on the district's standard Windows 11 operating platform, supporting consistency, security, and improved collaboration.
3. Network Infrastructure
Network infrastructure upgrades are in progress at Pineridge, including the replacement of an aging network switch. This upgrade will improve network stability and performance and support increased device usage.

Report prepared by
Paramjit Khaira

School District No. 52 (Prince Rupert)
Policy Committee
Monday, May 11, 2026
4:45 pm

MINUTES

In Attendance : Andrew Samoil
Kate Toye
Tammy Dickens

The meeting was called to order at 4:44 p.m.

1. Policies for Approval
None

2. Policies for Review
 - a. 1115 – Board Authorized Courses Policy
 - b. 2310 – Protection of Students and Maintenance of Order Policy
 - c. 3410 – Security and Protection of Buildings Policy
 - d. 3420 – Video Surveillance Policy

The committee would like to delete policies 2310, 3410, 3420 and send policy 1115 for review. This will be brought to the board meeting to request a motion to delete/review.

3. Other Business
None

Meeting Adjourned 4:53 p.m.

Next Meeting: Monday, June 8, 2026

Policy No. 1115
Date Approved: 11-Sep-2012
Date Amended: 17-May-2022
Position Responsible for updates:

1115 Board Authorized Courses Policy

The Board of Education of School District No. 52 (Prince Rupert) encourages the development of Board Authorized courses to:

- meet the particular needs of our community; and
- provide choice and flexibility for students.

Schools may offer locally developed courses in conformity with the School Act and Ministry Policy (Board/Authority Authorized Courses, effective 2021).

Approval of the Board of Education is required before a course may be offered to students.

Related Policies and Regulations:

School Act Section 85 (2) (i), 168 (2) (b)

Ministry Policy (Board/Authority Authorized Courses, effective July 1, 2021)

Board/Authority Authorized (BAA) Courses Requirements and Procedures Guidebook Updated 2019

2310 Protection of Students and Maintenance of Order Policy

In accordance with School Act Section 177, the Board of Education authorizes principals, teachers, secretaries, and custodians in its employ to make directions and to follow such courses of action as deemed appropriate for the protection of students and maintenance of order.

The order of authority under this authorization is as follows:

1. School principal, and in the event of absence,
2. Designate, and in the event of absence,
3. Teacher, and in the event of absence,
4. Secretary, and in the event of absence,
5. Custodian.

School Act, Section 177 states:

1. A person must not disturb or interrupt the proceedings of a school or an official school function.
2. A person who is directed to leave the land or premises of a school by a principal, vice principal, director of instruction or a person authorized by the board to make that direction
 - a) Must immediately leave the land and premises, and
 - b) Must not enter on the land and premises again except with prior approval from the principal, vice principal, director of instruction or a person who is authorized by the board to give that approval.
3. A person who contravenes subsection (1) or (2) commits an offence.
4. A principal, vice principal or director of instruction of a school or a person authorized by the board may, in order to restore order on school premises, require adequate assistance from a peace officer.

References:

School Act, Section 177

2310-10 – Opening and Closing of Schools Regulation

2310-20 – Responsibility for School Premises Regulation

Policy No. **3410**
Date Approved: **10-Nov-2014**
Date Amended: **Dec 13, 2022**
Position Responsible for updates:

3410 Security and Protection of Buildings Policy

Reasonable precaution will be taken to ensure that school district buildings are safe and secure, and that the building envelopes and interior finishes are protected. All staff are to adhere to the regulations referenced in this policy.

References:

- 3410-20 – Security of School Buildings Regulation
- 3430-10 – Control of Keys and Security Codes Regulation
- 3620-10 – Protection of Building Envelopes and Interior Finishes Regulation
- 4230-20 – Accident Prevention in Schools Regulation
- 5230-10 – Billeting in Schools Regulation

Policy No. 3420
Date Approved: 10-Nov-2014
Date Amended: Dec 13, 2022
Position Responsible for updates:

3420 Video Surveillance Policy

The Board of Education supports a variety of programs and practices to improve student safety, employee safety and the protection of school property.

The need to deter destructive acts, theft and/or other criminal activities is balanced with a commitment to provide a safe environment for students and a safe working environment for staff and others that recognizes the right to assemble and associate without undue intrusion on personal privacy.

Each year funds from the district operations budget are spent to repair school property damaged from vandalism. The Board supports the controlled use of video surveillance systems in the district where circumstances have shown that their benefit to deter theft, destructive acts and acts of violence outweighs the impact on the privacy of those observed.

Recorded video records are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIPPA).

References:

Bylaw #7 – Freedom of Information/Protection of Privacy Bylaw

6710 – Records Management Policy

6710-10 – Records Management Regulation

3410 – Security and Protection of Buildings Policy

3420-10 – Video Surveillance Regulation

3420-10A – Video Surveillance Form